

WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **NEIGHBOURHOOD PLANNING SUB-COMMITTEE** held in the Shire Hall, Market Hill, Woodbridge on **MONDAY 15TH FEBRUARY 2016** at **7.00p.m.**

Councillors:

Present: G Holdcroft, C Perkins and E O’Nolan

Apologies: P Mulcahy

In Attendance: Town Clerk and V Falconer

361. **ELECTION OF CHAIRMAN FOR THE ENSUING YEAR**

Councillor Holdcroft formally nominated Councillor Mulcahy seconded by Councillor Perkins as Chairman of the Neighbourhood Planning Sub-Committee for the ensuing year and **IT WAS RESOLVED** that Councillor Mulcahy be duly elected as Chairman for the civic year 2015/2016.

For – 2 Councillors

Abstained – 1 Councillor

362. **ELECTION OF DEPUTY CHAIRMAN FOR THE ENSUING YEAR**

Councillor Holdcroft formally nominated Councillor Perkins seconded by Councillor O’Nolan as Deputy Chairman of the Neighbourhood Planning Sub-Committee for the ensuing year and **IT WAS RESOLVED** that Councillor Perkins be duly elected as Deputy Chairman for the civic year 2015/2016.

For - All

363. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED**

Councillor Holdcroft declared a local Non-Pecuniary interest in item 366 as a member of Suffolk Coastal District Council.

364. **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 25TH NOVEMBER 2014**

IT WAS RESOLVED that the minutes of the previous meeting held on 25th November 2014 be confirmed and signed as a true record.

365. **MATTERS ARISING**

None

366. **CONSIDERATION OF SUB-COMMITTEE RELATIONSHIP WITH STEERING GROUP**

For the benefit of the Sub-Committee, Councillor Holdcroft explained what feeds into a final plan(s) for the Neighbourhood Planning area.

Councillor O’Nolan said Woodbridge Town Council must continue the momentum of pursuing a Neighbourhood Plan for Woodbridge.

Councillors **agreed** the Steering Group is an advisory group which reports to this sub-committee but that it is a 2-way process of advice and we all want the plan to be conforming and not challenged.

367. **CONSIDERATION OF TERMS OF REFERENCE OF STEERING GROUP**

Councillor Holdcroft said he would go through this and report back.

368. **ANY OTHER MATTERS OF REPORT AT THE DISCRETION OF THE CHAIRMAN**

- a) The Chairman to be consulted on the date of the next meeting.
- b) The next Steering Group Meeting scheduled for the 14th March might be moved back to 21st March as sub-committee members need to meet with the steering group members and to do this informally would be a good idea.
- c) The proposed letter to those on the steering group to be sent to sub-committee members for their comments and then emailed out after 12 noon on 16/02/16.

Councillor Clare Perkins
Deputy Chairman